



***An Artistic Discovery***  
**2010 Congressional Art Competition: How to use the Inventory Sheets and Entry Labels**

This is the first year that the Congressional Arts Competition has utilized the inventory sheet and label system. This is an attempt to increase accuracy and speed when completing the display labels for the entries into the 2010 Congressional Arts Competition; *An Artistic Discovery*.

**Each teacher's entries should be listed on one inventory sheet** with students' last names first. Please describe each work clearly on the inventory sheet.

Please print clearly or type, double-check spelling of names, and accuracy of information, as inventory sheets are used to create the display labels for the show.

**You can complete the inventory sheets electronically and email them to Christine Berg at [Christine.berg@mail.house.gov](mailto:Christine.berg@mail.house.gov) in advance.** This will reduce your wait time on delivery day, as teachers who have already emailed their inventory sheets can simply drop off the artwork. **Otherwise, you can print off the inventory sheet, write in the information, and drop it off with the artwork.**

**Inventory sheets should be accompanied by corresponding entry labels attached to the back of each piece of art work on delivery day.** Please note that there are three (3) entry labels per page so photocopy this form as needed.

Please keep at least one copy of the inventory sheet for your records.

The **deadline for submissions is Monday, May 3, at 5 P.M.** Artwork will be collected by a designated person at your high school, or dropped off at our Boulder Congressional Office at 4770 Baseline Road, #220 in Boulder.

If you have any questions or concerns please do not hesitate to contact Christine Berg at 303-484-9596 or [Christine.berg@mail.house.gov](mailto:Christine.berg@mail.house.gov).